

IMPROVEMENT PLAN CHECKLIST

<u>Yes</u>	<u>No</u>	<u>N/A</u>	<u>ITEM OR DESCRIPTION</u>
IMPROVEMENT PLAN SUBMITTAL REVIEW			
			Improvement Plans included
			Landscaping Plans included – if required by scope of work or Planning Permit
			Muni Water Plan included – if project is in Muni Water area
			Traffic Signal Plan included – if required and designed by private consultant
			Engineer's Estimate Included
			Fees Paid
IMPROVEMENT PLAN TECHNICAL REVIEW			
			Improvement Plan conforms to approved Planning Permit(s)?
			Proposed improvements within San Jose ROW, or necessary encroachment permits have been secured? (SCVWD, VTA, Caltrans, County, etc.)
			If project is adjacent to or involves any of the following, those agencies shall be notified: Santa Clara Valley Water District, Santa Clara County, CalTrans, Railroad
			Plan drawn clearly?
			Plan on 24" x 36" sheets?
			Plan includes a vicinity map?
			Plan includes a north arrow?
			Plan includes a complete standard legend?
			Plan includes a scale?
			Plan includes approval signature block?
			Plan includes all standard notes? (Improvement Plan notes, Electrical notes, Muni Water notes, Cleanout note)
			Title Block – signed & stamped by a Registered Engineer in the engineering firm?
			Street cross-section(s) agrees with SJMC Chapter 19, Council Policy 8-3 or approved Tentative Map?
			Benchmark shown on all sheets?
			Benchmark based on City standards? (Benchmark must be based upon NGVD and City monumentation standards. City vertical datum benchmark number and description required)

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			Plan references listed?
			Standard details shown on plan? (trench in new street or existing street as applicable)
			All streets have names?
			All street dimensions shown?
			All streets shown in plan view and cross section with width dimension?
			Pavement cross section for each street?
			Base rock and paving sections agree with Materials Lab pavement design?
			Cross slope shown for all streets? (Cross slope shown for all streets, -2% minimum to 4% maximum – specify actual cross slope on typical sections)
			AC paving notes for deep lift paving?
			All cross sections have seal coat – reclamite or equal?
			Paving sections shown for existing and proposed temporary pavement (4"AC, 4"AB)?
			City portion of paving shown? – if there is reimbursement for center strip paving
			All existing improvements and elevations shown adjacent to proposed project?
			Existing sanitary main shown on plan has been verified on our sanitary maps, record drawings, plan profiles etc.
			Existing storm main shown on plan has been verified on our storm maps, record drawings, plan profiles, etc
			All conforms to existing improvements shown on improvement plan?
			Installation of Barricades shown?
			All transitions not covered by standard details shown?
			All electroliers, traffic signals, and pull boxes within 150' of site shown on plan?
			All survey monuments shown on plan view?
			All storm water inlets shown in plan view with elevations?
			All sanitary laterals shown and dimensioned on plan/profile sheets with invert at property line (or standard depth note); inverts shown for upstream and downstream manholes?

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			Sidewalk and parkway slope shown as 1/4" per foot?
			Base rock thickness shown for curb, gutter and sidewalk on Rock Chart?
			Contiguous sidewalk and w/c ramps at curb returns?
			Minimum drop around curb return is 0.2 feet?
			Maximum drop around curb return is 2.0 feet? (Can be exceed if curb is built on a vertical curve)
			Minimum slope of curb and gutter is 0.4%?
			Median island curb locations shown with curb type, station and dimensions?
			Median island treatment and cross section shown?
			Site Plan show contours on and around site?
			Existing TC grades shown for all existing conditions adjacent to new construction?
			TC grades shown to nearest 0.01' at all BC's, EC's, grade breaks, high points, low points, BVC's and EVC's?
			TC grades shown for intersection of lot lines with street ROW lines?
			New street grades compatible with future development of undeveloped adjacent property?
			Slopes adjacent to ROW are maximum of 2:1?
			All vertical curves shown on plan and profile sheets, with BVC and EVC identified?
			Drainage calculations used to size storm sewer facilities are submitted, signed and sealed by Registered Engineer?